

ROBERT HOLLAND FACULTY SENATE AGENDA

February 10, 2017

1. Call to Order
2. [Adoption of Minutes January 13, 2017](#) (p. 2)
3. Introduction of Guests
 - Dr. Mark Keenum, University President
 - Dr. Judy Bonner, Provost and Executive Vice President
 - Dr. Lori Bruce, Associate VP for Academic Affairs, Dean Graduate School
 - Dr. John Dickerson, Assistant VP, Enrollment
4. [Report of the Faculty Senate President](#) (p. 22)
5. [Report of the Faculty Senate Vice President](#) (p. 31)
6. Report from Faculty Senate Designates on University Committees
7. Business to be sent to Committee:
 - 7.1. [Lecture Videotaping Inquiry](#) (p. 40)
 - 7.2. [Faculty Handbook Review](#) (p. 41)
8. Standing Committee Reports:
 - 8.1. Academic Affairs
 - 8.2. Ancillary Affairs
 - 8.3. Charter & Bylaws
 - 8.3.1. [Re-Appportionment Report](#)..... (p. 33)
 - 8.4. Faculty Affairs
 - 8.5. Student Affairs
 - 8.6. University Resources
9. Special Committee Reports
10. Pending Business
11. New Business
 - 11.1. [Letter of Request to Review Athletic Scheduling Effects on Academics](#)..... (p. 36)
12. Adjourn



ROBERT HOLLAND FACULTY SENATE

Uncorrected Minutes of January 13, 2017

The Robert Holland Faculty Senate of Mississippi State University held its regular monthly meeting in the Grisham Room of Mitchell Memorial Library at 2:00 p.m. on Friday, January 13, 2017.

Members absent and excused were: Joey Burt, Renee Clary, Cecelia Cook, Randy Follett, Mary Ann Jones, Debra Prince, Lindon Ratliff, Judy Ridner, Andrea Spain, Robert Thompson, and Byron Williams.

The meeting was called to order by Senate President, Cody Coyne.

President Coyne asked for any changes to the November 11, 2016 minutes. Senator Carskadon said that the name of the student which was the recent Rhodes Scholar is "Field Brown", not "Phil Brown". Senator Randle moved that the minutes be accepted as written. Senator Lemus seconded the motion. The motion to approve the November minutes passed by unanimous voice vote.

President Coyne announced that President Keenum attended and made presentations at two separate sessions of the United Nations Global Open Data for Agriculture Nutrition 2016 Summit in New York City. Dr. Keenum addressed the roles of research Universities addressing world hunger and growing population.

GUESTS

Dr. Mark Keenum, University President

Dr. Keenum started by saying that the state revenues are below estimates. During just over six months of FY17, state revenues have fallen just over 90 million dollars short of estimates. Collected revenues have been below estimates every month so far this fiscal year. In September there was a cut of 1.7%, or 3.1 million dollars, as a result of a clerical error in the state budget. This was on top of a 4 million dollar cut to the beginning budget allocated. This morning it was announced that Governor Bryant has announced another round of cuts. Dr. Keenum said that he would rather take a cut earlier in the fiscal year versus later. The current cut is roughly 1.5%, or roughly 3 million dollars to MSU. In the past year, there has been a reduction in Mississippi State's state funding of just over 5.5%, or about 10.5 million dollars. Dr. Keenum added that there is the possibility of another round of cuts before the end of this fiscal year. The Governor's budget proposal for FY18 cuts IHL funding by over 3%. The joint House and Senate Budget Committee also cuts IHL between 3% and 4%. Dr. Keenum said that MSU has been able to absorb the cuts over the last year without examining departments or implementing hiring freezes. He added that there are not unlimited funds to absorb the cuts, but everything possible will be done to avoid having to go to departments. Dr. Keenum said that he is concerned how the Division of Agriculture will handle the cuts since they do not have the flexibility in funding and revenues that the University does.

Dr. Keenum said that faculty and staff salaries are still the number one priority. The University was still able to provide compression adjustments for faculty this year in spite of the cuts. Dr. Keenum said that he would continue compression adjustments as long as it is possible. The Southern University Group average shows the biggest gap that the University has is at the full professor ranking. Over the past five years, more than 4.5 million dollars has been distributed through compression adjustments. The total of all pay raises over the last five years comes to 16.1 million dollars. The University has been able to grow and that has helped to augment and support salary increases.

Dr. Keenum said that he and the IHL Commissioner will be meeting with both the House and Senate Appropriations Committees next week to discuss the importance of funding higher education. He said that part of his story will be the need of the state to produce more college graduates. Mississippi State produces graduates that are in high demand and demand the highest starting salaries of any school in the state. Outstanding world-class research is also being performed at the University that directly impacts the state, the nation, and the globe. Mississippi

State also provides outstanding service to the community. Dr. Keenum said that recently, a 60 Minutes episode highlighted the Golden Triangle. MSU received well deserved credit for the role that we provide to help the Golden Triangle with the great success they are seeing with regards to job creation, new industry, and high-tech jobs. Dr. Keenum said that this is just one small snippet of what Mississippi State University does all over the state with our outreach and economic development services. When our budget is cut, it is not cutting an expenditure, it is cutting an investment. We have to figure out a way to explain that to the Legislature. There is a great need in the state for improvements to our crumbling roads and bridges due to a lack of public investment. This can be equated to higher education in the state. Without proper investment we could see a deterioration of our public higher education institutions. This must be communicated to legislators in a way that they can understand. Dr. Keenum said that he is committed to doing all that he can to make that message as clear as possible.

Dr. Keenum said that he would be in Jackson next week for the Board of Trustees meeting as well as the President's meeting. Dr. Keenum will be asking the Board of Trustees to increase the Mississippi State budget for the new engineering building. The building will be named the Rula Building after Richard Rula. Richard Rula has given a very generous gift to help fund the construction of the building. The Rula building will house civil and environmental engineering. The reason that additional funding from IHL will be sought is to accommodate an expansion of the original building design to house teaching chemistry labs. Dr. Keenum said that over the last couple of months he has toured campus looking at the current state of labs and teaching facilities. Due to the growth that MSU is experiencing, there are challenges arising with regard to teaching labs, particularly Chemistry. The bids will probably not be opened until the end of the year. The building is planned to be located on the corner of Hardy and Morrill roads. Music Building D will be taken down and percussion teaching will relocate to the old Baptist Student Union until the new music building can be erected.

The new classroom building will be named the "Old Main" Academic Center. The design of the building was modeled after the Old Main dormitory that burned down in 1959. Construction on the building should be over in May. Dr. Keenum said that the building will be absolutely gorgeous inside. He added that the atrium will be breathtaking. The meat lab is currently under construction. Once the bond funding is received next year, construction will begin on two new buildings by the meat lab that will house Animal Dairy Science and Poultry Science.

Dr. Keenum said that the University will work through the challenges that it faces. They will be tough and there will probably be some difficult decisions that will need to be made. The University will come out of it better and stronger than it is.

On Monday morning there will be a Martin Luther King unity breakfast. Dr. Keenum asked all of the Senators to attend at the Mill. It is a wonderful, warm, healing, feel good event. The breakfast will begin at 8 a.m. and the program will begin at 9 a.m. The Reverend Dr. Larnzy Carpenter will be the keynote speaker.

Dr. Keenum said that his passion is global hunger. He said that he has been involved with the United Nations for many years, going back to his days at the Department of Agriculture. Because of this involvement and involvement on other major organizations, Dr. Keenum has been invited to address the United Nations about the importance of feeding the world, food sustainability, and global hunger. Global Open Data for Agriculture and Nutrition allows the sharing of research and knowledge so that current knowledge can be built upon and not reinvented due to a lack of information sharing. Mississippi State University is recognized on a global level for its commitment to addressing world hunger. Every year between 10 and 15 million people die due to hunger. Many of those individuals that do not perish as a result of hunger will be stunted both physically and mentally. Dr. Keenum said that if there was a global pandemic that killed 15 million people and creating developmental problems in others, all the governments of the world would do everything that they could to eradicate it. In this case the cure is already known. The problems arise with having a mechanism to supply every person on the planet with the basic fundamental resources of food and water. Mississippi State University is as engaged as any University in the United States right now. We will become even more involved in the future.

Senator Krishnan asked what the status of the new day care was. Dr. Keenum replied that originally there was a plan to build a new modular facility adjacent to the Life Science Child Care Center. The cost of the new facility was significantly higher than what was affordable in the budget. The current plan is to leave the day care where it is for now (outside the former Aiken Village) and hopefully include a day care in the new partnership school project. Dr. Keenum stressed that this was not certain at this point, but eventually something would have to be done to accommodate the child care center. Dr. Keenum added that an RFP was released for contractors to submit ideas on how to best utilize Aiken Village. There is also discussion of building a new road that would hopefully connect University Drive and Highway 182.

Senator Kelly asked if Dr. Keenum would like to speculate on who President Trump will name as Secretary of Agriculture. Dr. Keenum replied that he would not speculate, but he does know that several candidates that have been named are very qualified. Dr. Keenum added that he does not focus too much on the Secretary position, but instead looks more closely at the

Undersecretary positions. He said that the Undersecretary for Research has a huge impact on the University.

Senator Wilmoth thanked Dr. Keenum for his leadership especially with the financial challenges. Dr. Keenum thanked Senator Wilmoth. He said it is a team effort and he relies on everyone's voice, input, and candor.

Dr. Rodney Pearson, Executive Director Management & Information Systems

Dr. Pearson began by saying that teachers are a tremendous asset to the University and they are the ones that interface with students. The Center for Student Success is now located in the wooden building next to Hathorn Hall. It used to be the Center for America's Veterans. Dr. Pearson said that his office works with all undergraduate students, but primarily freshman.

Dr. Pearson said that MSU's sophomore retention rate is 81%. This rate is slightly above the national average. He said that this means that 19% of freshman never return for their sophomore year. Last year this 19% would be roughly 700 students.

The Freshman Navigator Program has hired positions to help freshman get through their first year. The Navigators consist of sophomores, juniors, and seniors and are assigned roughly 150 students each. The freshman are divided into 5 groups based on data analyzed from various sources. Although all students are contacted, the Navigators focus on the group with the most risk factors first. Dr. Pearson pointed out that the data shows that the grouping system does accurately reflect student success. The groups are repopulated after each progress grade reporting and final grade reporting using those grades to identify the at risk students. Financial information, RA interactions, and additional feedback from advisors, parents, and more is also used to identify at risk students.

Dr. Pearson said that there is a class that is taught during the fall semester to all incoming freshman that have a GPA index less than 2.30. A similar class is taught in the spring for those freshman that had below a 2.00 during the fall semester.

Supplemental Instruction is offered for those classes that have been identified to have a high number of D, F, and W grades. The Center for Student Success will identify a student that has done very well in that class and pay them to take it again. The SI student will meet with the instructor once a week and will hold a tutoring session twice a week for that class. Dr. Pearson said that this is the best kind of tutoring since the tutor is in the same class as the student. Last semester, if a student went to SI at least once a week, 95% made an A, B, or C in the class. Last

fall there were 600 freshman that were in an SI enabled class who failed the class and never went to SI. The challenge is getting students to voluntarily attend SI.

Dr. Pearson said that attendance is the first indicator of problems. Roughly 70% of freshman have given their parents access to the parent portal where attendance and grades can be viewed. When plotted on a graph with the x axis representing absences and the y axis representing grade, there is a downward sloping line with a slope of -0.2 . The only difference between class ranks is that the higher class ranks start with a slightly higher grade. The trend indicates that students overall lose 0.2 letter grades per absence.

The University wide freshman attendance reporting rate was 86% for last fall. The faculty in the College of Architecture, Art, and Design were the most faithful on campus to report (96%) because their dean strongly encourages it. It is very important that the attendance that is reported is accurate. Decisions are made based off of the attendance data reported. There are now 52 rooms that are equipped with the attendance scanners. This is pretty much all classrooms with 60 or more seats.

The Center for Student Success looks at grades daily. When parents look in the parent portal there should be grades available for them to see. Progress grades are due this semester on February 20th. Dr. Pearson said that he would like to have progress grades posted before the sixth week of class, but there is a policy that requires progress grades to be reported on the 30th day of class. Senator Barefield said that he was told that progress grades can be submitted anytime. Dr. Pearson replied that MSU has anytime grade reporting. This allows instructors to post grades any time during the semester. Senator Barefield asked if the parents were notified when grades were posted to their students account. Dr. Pearson replied that parents were not notified, but that is something that has been talked about and may be implemented. Senator Williams asked if there was any analysis done to see how the 30 day progress grade correlates to the final grade. Dr. Pearson replied that the correlation was very, very high. Senator Barefield asked why grade reporting was shut down three weeks before the end of the semester. Dr. Pearson responded that it was to allow ITS time to close progress grade reporting and open final grade reporting. Dr. Pearson added that accurate progress grade reporting is required.

Senator Lemus asked if courses taken elsewhere are counted in the calculations. Dr. Pearson replied that they were. He added that the only thing not reflected in the numbers was the students that left and graduated elsewhere. It is a very small number of students that do this.

Senator Boyd asked if academic forgiveness affects the numbers at all. Dr. Pearson replied that the Center for Student Success uses the actual MSU GPA.

Senator Krishnan asked how much co-ops affect the graduation rates. Dr. Pearson replied that co-ops and certain majors do affect the four year graduation rate. He said that is captured by the five year graduation rate.

Senator Grace asked how transfer students fit into the numbers. Dr. Pearson replied that transfer students are tracked, but most of the work is done with freshman students. Transfer students are hard to track due to the fact that there is no common starting place. Dr. Pearson said that one of his goals is to develop a program for transfer students.

Mr. John Rush, Vice President for Development and Alumni

Mr. Rush said that he has been in his current position for ten years. Development and Alumni consists primarily of the MSU Foundation and the MSU Alumni Association. The MSU Foundation is the principle 501C3 fundraising organization for the University. There are fundraisers placed in each of the academic colleges as well as on the Meridian campus. The MSU Foundation was founded in 1962. In the first 50 years a billion dollars was raised. Not far into the second fifty years, there is a campaign to raise another billion dollars. Currently the Foundation has raised 690 million of the billion dollar goal. Thirteen years ago the Foundation was raising about 40 million dollars a year. A hundred million dollars has been raised each of the last three years. Mr. Rush said that Dr. Keenum has been instrumental to this with his positive outlook and commitment to the University. Dr. Keenum always speaks about long term goals when communicating with the alumni. The faculty also plays a huge role with the alumni.

Mr. Rush said that he raises money to support students and faculty. There are currently over 80 endowed faculty positions at the University. It is the goal to continue to grow that number. Mr. Rush said that he realizes that faculty at MSU are paid less than their peers, but he is working through the endowed faculty positions to correct that. The portion given by alumni at MSU is greater than any other SEC school. This means that we have loyal alumni. He said that corporate contributions need to be increased. Mr. Rush asked the Senators to help him identify opportunities in the corporate arena.

Senator Addy asked how athletics versus academics was handled. Mr. Rush replied that it is ultimately up to the donor since it is their money. He said that opportunities will be presented to potential donors based on their interests. Most of the transactions for athletics are for preferential seating.

REPORT OF THE FACULTY SENATE PRESIDENT

Robert Holland Faculty Senate President Committee Reports

| | |
|--|--|
| Athletic Council | Diversity Council |
| Executive Council | Information Technology Council |
| Executive Enrollment Management Council | |
| Faculty Research Advisory Committee | Master Planning and Design Committee |
| Anti-Bullying Policy Development Committee | Design Review Committee |
| | Sustainability Committee |
| Assistant Vice President for Multicultural Affairs | Game Day and Special Events Committee |
| Maroon and Write QEP Advisory Board | Traffic Committee |
| | Campus Access Committee |
| | Faculty Housing Appeals Committee |
| | Annual Faculty Review Form (ad hoc) |
| | Text Book Adoption Committee |
| | Parking and Traffic Regulation Committee |

Executive Enrollment Management Committee December 13th, 2016

Executive Enrollment Management Committee January 11th, 2017

University President Dr. Mark Keenum who is chairman of the EEMC will present a portion of the data addressed in the December and January meetings. A report has already been prepared and will be included in next White Paper Brief for the January meeting of Robert Holland Faculty Senate.

Fall 2016 Semester Student Success Parameters

| | |
|---|--|
| Freshman ACT Average = 24.5*/25.2** (record high) | High School GPA Average = 3.40 (record high) |
| Freshman Fall GPA Average = 2.86 (record high) | |
| Freshman Fall GPA < 2.00 = 18.1% (record low) | Freshman Spring GPA Average = 2.90 |

*Highest single ACT examination score

**Reconstituted ACT score from multiple examinations

Information Technology Council December 6, 2016

Mississippi State University Information Security Program Risk Assessment Safeguards

- Units must keep an inventory of all server systems and register them with MSU IT
- Annual external IT risk assessment for critical units will be implemented
- Penetration testing must be an integral component of external/internal assessments
- Proactive social engineering risk analysis will be included in the new program
- Firewall and other protection strategies will be correlate with the campus system inventory and data classification

- A robust internal vulnerability assessment program of monthly scans for all Category I servers will be managed by ITS. Systems change over time and new vulnerabilities are always being discovered requiring an ongoing internal program of vulnerability assessment confirmed by yearly external review.
- Two factor authentication is required for web access to all systems storing, processing, or transmitting Category I data and strongly recommended for all other systems.

Search is currently active to identify a third party that can implement assessments

Assessment Software Program Packages

- If >\$250,000 then purchase needs to be approved by IT
- If >\$1 million then purchase needs to be approved by ITS board
- But what if it takes \$15,000 to maintain each year

Review of new lecture podiums for new classroom building

Banner XE implementation review

Mississippi Optical Network (MISSION) Update

MSU Ole Miss Jackson State UMMC USM Stennis Center ERDC

ATT negotiations with Hailey Barber resulted in approval of a \$2 million tax credit for service

Negotiated agreement expires June 30, 2018

Legislature will be approached to extend arrangement another 10 years

IHL is assembling the proposal for presentation to the legislature

IHL Commissioner would like to add Delta State /Alcorn State/ Jackson State

Upgrade: 40Gb and 100 Gb MS fiber which will cost more than the \$2 million tax break

Design Review Committee

December 1, 2016

Partnership School (grades 6 & 7)

Emergency Exit Discussion

Engineering/Science Building

Addition of Chemistry Laboratories (n = 2) / Solar Panel Discussion

Senator Elder asked about the solar panel discussion. President Coyne replied that solar panels are being discussed for the new Engineering building as well as Dudy Noble Field. There is a question about where they should be installed. There is some resistance to install solar panels due to the architecture of the building and the visibility of the panels if installed on the roof.

Master Plan Development and Advisory Committee (MPDAC)

December 8th, 2016

Mid-Block Crossing at Band Hall

Partnership School (grades 6 & 7)

Emergency Exit Consideration

Engineering/Science Building

Addition of Chemistry Laboratories (n = 2) / Solar Panel Discussion

Verizon Cell Expansion Junction (combined transmitter and lighting installations)

Construction and Renovation Progress Reports

Meat Science Laboratory Building

Projected Summer 2017 completion date
Projected occupancy approximately late July
Functional by Fall 2017

Animal and Dairy Science Building construction documents presented to IHL and Mississippi Bureau of Construction which a projected cost of \$16 million with contractors “on-site” no later than June 1st, 2017 slated for completion 12 months following the Meat Science Building.

South Entrance Road Development
Classroom Building
YMCA Renovation
Mitchell Memorial Library Addition
Aiken Village Demolition
Russell Street Improvements
Eckies Pond
NSPARC
Music Building
Dudy Noble Renovation (\$55 million projected)
Davis Wade Stadium (pre-planning stages for east side renovations/audio sound system renewal)
Humphrey Coliseum (pre-planning stages)
North Parking Garage (pre-planning stage)

Senator Carskadon asked if the classroom building was going to be split between classrooms and parking. President Coyne replied that he believed that it would be a split use building.

Athletic Council

November 16, 2016

Athletic Director Cohen was introduced and provided insight on his role in guiding the athletic program at Mississippi State University

Jered Benko has assumed the position previously held by Duncan McKenzie and has had previous experience at Auburn, Arkansas, and University of Georgia.

Athletic Department Financial Report Brief (self-sustaining unit receiving no state funds)

\$2.4 million transfer to campus in 2016

\$8.1 scholarships

\$1.1 utilities

\$715 for custodial

\$694K physical plant

Sustainability Committee

January 12, 2017

Meeting scheduled after mandatory receipt date on Tuesday January 10, 2017 at 2:00 p.m.

Senator Potter asked if there has been any discussion of green roofs. President Coyne replied that it has not been discussed, but he will mention it. He added that there has been some discussion regarding only hiring contractors that recycle the debris. Senator Wipf asked if there has been any discussion regarding the use of dark sky lighting. He said it would be more efficient since it would not be putting light where it was not needed.

Senator Baldwin said that new buildings continually get built without a water abatement plan. This has affected our neighbors significantly by placing them in a flood zone when there were not before. President Coyne replied that there was a new committee formed to address water abatement. Senator Baldwin said that the committee is responsible for Spring St. south. This will do nothing since most of the water is coming from Spring St. north. Everything is dumped into Catalpa Creek. President Coyne replied that the administration is receptive to suggestions. Senator Lemus said that a lot of the research areas on South Farm are inaccessible after rain due to the flooding.

Campus Access Committee

November 7, 2016

Canceled/Rescheduled

MPPA Capstone Class is currently active with assessments being completed by undergraduate interns

- Deliverables from their findings will be distributed to committee members within a few weeks

University Anti-Bullying Ad Hoc Committee: Policy and Procedure

December 7,

2016

Sub-Committee1: Training and Communications.....Judy Spencer

Sub-Committee 2: Position Statement and Policy/Procedure.....C.P. Coyne

- o Reference university anti-bullying notice statements have been assembled for committee review
- o Definitions of the wide spectrum of different types of bullying behavior have been assembled
- o Reference university policy and procedures has been assembled for design of the review process
- o Recent recommendations have proposed drafting independent policy and procedure document
 - OP 03.03 - Non-Discrimination and Anti-Harassment Policy
 - OP 03.02 - Equal Opportunity and Affirmative Action
 - OP 60.401 - Guidelines for Employee Conduct

A draft document has been composed that is accompanied by options for reporting and investigating bullying behavior at universities across the nation. Challenges associated with anti-bullying policy and procedure include the following

- Consistent uniform implementation of policy (what bothers some does not bother others)
- Consistent uniform interpretation of bullying behavior

- Potential for reporting system to be overwhelmed if the threshold for infractions is very low
- Who and how many individuals will decide if an infraction has occurred
- Who and how many individuals will investigate possible infractions
- How will the individuals be selected which will investigate the possibility of an infraction

Robert Holland Faculty Senate Committee Assignments and Responsibilities

| <u>Faculty Senate Committee Resolutions/Revisions/Reports</u> | <u>Original Assignments</u> |
|---|------------------------------------|
| <u>Academic Affairs</u> (Committee Chair: Senator Noel Addy)..... | None Pending |
| <u>Student Affairs</u> (Committee Chair: Senator Stacy Haynes)..... | None Pending |
| <u>Ancillary Affairs</u> (Committee Chair: Senator Mary Ann Jones) | None Pending |
| <u>Faculty Affairs</u> (Committee Chair: Senator Brian Baldwin)..... | None Pending |
| <u>Charter & Bylaws</u> (Committee Chair: Senator Anastasia Elder)..... | None Pending |
| <u>University Resources</u> (Committee Chair: Senator Laurie Grace)..... | None Pending |
| <u>AOP 13.09</u> – Credential for Teaching (Distance Education Certification Addition: Oct Assign)... | Pending |
| <u>AOP 10.16</u> – Distance Education (Distance Education Certification Addition: Oct. Assign)..... | Pending |
| <u>AOP 34.01</u> – Special Teaching Programs..... | Pending |

Academic Operating and Operating Policies In Review and Revision: External to Faculty Senate

AOP 12.09 - Class Attendance and Reporting Absences final signature in progress

| <u>Executive Council</u> | <u>October 24, 2016</u> |
|--|--------------------------------|
| <u>OP 03.03</u> - Discrimination, Harassment and Retaliation | October 24, 2016 |
| <u>OP 70.09</u> - Financial Conflict of Interest in Sponsored Activities | October 24, 2016 |
| <u>OP 80.08</u> - U.S. National Industrial Security Program..... | October 24, 2016 |
| <u>OP 95.503</u> - Management of Traffic and Parking | October 24, 2016 |
| <u>AOP 12.16</u> - Academic Dismissal and Suspension..... | September 26, 2016 |
| <u>OP 31.01</u> - Definition of a Student | September 26, 2016 |
| <u>OP 61.06</u> - Cost Transfer Policy..... | September 26, 2016 |
| <u>OP 70.03</u> - Responsible Conduct of Research..... | September 26, 2016 |
| <u>OP 91.208</u> – Hazing | September 26, 2016 |
| <u>OP 91.352</u> - Use of Automated External Defibrillators | September 26, 2016 |

Associate Deans Council

College Department Syllabus Posting
 Distance Program Certification
 Redistribution of English Composition: Request to enroll students in Comp II during spring semester for improved balance and use of faculty

| | |
|---|------------------|
| <u>AOP 13.03</u> - Responsibilities in Instruction and Curriculum, Attendance at Classes..... | Pending |
| <u>AOP 13.04</u> - Attendance at Classes: Teaching and Faculty (Merge/Rescind)..... | Pending |
| <u>AOP 13.24</u> - Faculty Workload (Executive Committee recommendation for text transfer)..... | Pending |
| <u>AOP 12.17</u> - Undergraduate Academic Fresh-Start | November 9, 2016 |
| <u>AOP 12.19</u> - Undergraduate Academic Amnesty | November 9, 2016 |
| Course Syllabus Posting | November 9, 2016 |
| English Composition Redistribution | November 9, 2016 |
| <u>AOP 12.17</u> - Undergraduate Academic Fresh-Start | August 10, 2016 |
| <u>AOP 12.19</u> - Undergraduate Academic Amnesty | August 10, 2016 |
| <u>AOP 12.20</u> - Undergraduate Academic Forgiveness | August 10, 2016 |
| <u>AOP 12.09</u> - Class Attendance and Reporting Absences | April 13, 2016 |
| <u>AOP 13.03</u> - Responsibilities in Instruction and Curriculum, and Attendance at Classes | April 13, 2016 |
| Grief Counseling | November 9, 2016 |

Academic Operating Policies and Operating Policies in Review External to Robert Holland Faculty Senate

- AOP 12.09 - Class Attendance and Reporting Policy
- OP 91.120 - Possession of Firearms, Explosives, or Other Devices, Substances, or Weapons
- OP 95.500 - Faculty/Staff Temporary Housing
- AOP 12.29 - Undergraduate Entrance Requirements
- Course Load for Readmission
- Graduate Provisional Admission Policy and Appeal Process

Academic Operating Policies (AOP) Extended Beyond 4-year Cycle Review

| <u>Number ▲</u> | <u>Title</u> | <u>Date</u> | <u>Attachment</u> |
|-----------------|---|-------------|-------------------|
| 10.03 | Deans Council and Associate Deans Council | 04-12-2012 | None |
| 10.05 | Nepotism | 12-05-2012 | None |
| 10.15 | Substantive Changes | 08-13-2013 | None |
| 11.05 | Requirements for Shortened-Format Courses | 11-21-2013 | None |
| 11.06 | Study Abroad | 11-06-2012 | None |
| 12.02 | Withdrawal from the University | 06-01-2010 | None |
| 12.08 | Requirements for Degrees, Academic Minors, and Certificate Programs | 12-05-2012 | None |
| 12.12 | Credit and Grades | 08-12-2013 | None |
| 12.23 | Cooperative Education Program | 09-20-2013 | None |
| 12.25 | Pass-Fail Option | 02-05-2013 | None |
| 12.26 | Undergraduate Credit by Examination | 04-12-2012 | None |
| 12.30 | Developmental Studies | 04-23-2012 | None |

| <u>Number ▲</u> | <u>Title</u> | <u>Date</u> | <u>Attachment</u> |
|-----------------|--|-------------|-------------------|
| 12.36 | Repeat Policy | 04-12-2012 | None |
| 12.38 | Undergraduate Academic Advisement | 04-23-2012 | None |
| 13.05 | Faculty Grievance Procedures | 05-18-2012 | None |
| 13.07 | Academic Promotion and Tenure | 08-27-2013 | None |
| 13.20 | Exit Interviews of Departing Faculty | 05-11-2012 | None |
| 13.21 | Faculty Released Time for Specified Committee Chairs | 09-15-2011 | None |
| 21.01 | Graduate Admission Criteria | 04-12-2012 | None |
| 32.01 | Mississippi State University Library | 12-01-2006 | None |
| 34.01 | Special Teaching Programs | 12-01-2006 | None |

Operating Policies (OP) Extended Beyond 4-year Review Cycle

| <i>Number ▲</i> | <i>Title</i> | <i>Date</i> | <i>Attachment</i> |
|-----------------|--|-------------|-------------------|
| 01.07 | Whistleblower Policy | 08-04-2009 | None |
| 01.09 | Principles for University Governance | 09-12-2013 | None |
| 01.20 | Use of Copyrighted Works for Education and Research | 02-14-2008 | None |
| 60.103 | Recruitment and Selection | 10-02-2012 | None |
| 60.104 | Employment Authorization | 10-02-2012 | Attachment |
| 60.320 | Office Hours-Work Schedule | 10-02-2012 | None |
| 60.401 | Guidelines for Employee Conduct | 10-22-2012 | None |
| 60.501 | Workforce Development | 10-02-2012 | None |
| 91.109 | Dissent, Disruption and Academic Freedom | 09-26-2011 | None |
| 91.150 | Satisfactory Academic Progress Policy | 01-23-2012 | None |
| 91.177 | Extended Orientation for International Students | 07-16-2012 | None |
| 91.178 | Policy on University Scholarship Programs and Procedures | 05-23-2013 | None |

Academic Operating Policy Extended Beyond 4-Year Review Cycle (Currently in Review??)

| | | | |
|-------|---------------------------------------|------------|------|
| 10.02 | Academic Administrators and Directors | 04-28-2009 | None |
| 10.07 | Veterans Administration: Students | 11-26-2005 | None |
| 12.17 | Undergraduate Academic Fresh-Start | 12-05-2012 | None |
| 12.19 | Undergraduate Academic Amnesty | 12-05-2012 | None |
| 12.20 | Undergraduate Academic Forgiveness | 04-23-2013 | None |

| | | | |
|-------|--|------------|------------|
| 13.01 | Emeritus Appointments | 09-15-2011 | None |
| 13.02 | Selection of William L. Giles Distinguished Professors | 07-31-2012 | None |
| 13.03 | Faculty Responsibilities in Instruction and Curriculum | 11-21-2013 | None |
| 13.11 | Academic Freedom | 04-12-2012 | None |
| 13.14 | Grade Appeal & Academic Review Board | 04-28-2009 | None |
| 13.15 | Evaluation of Teaching Performance | 08-02-2006 | None |
| 13.24 | Annual Faculty Review Process | 10-14-2011 | Attachment |

Academic Operating Policy Revision of Listing

| | | | |
|-------|---|------------|------|
| 12.21 | Veterans Academic Status | 09-20-2013 | None |
| 13.04 | Attendance at Classes: Teaching Faculty | 07-15-2011 | None |

Senator Sherman-Morris asked about distance program certification under Associate Deans Council. President Coyne replied that he believed it was a point of conversation. Senator Addy said that it was a discussion regarding program certification from a best practices clearinghouse named Quality Matters.

Senator Musser asked what the process is supposed to be for the delinquent AOP's. President Coyne replied that Tim Chamblee and Peter Ryan initiate the review. He added that there is most likely a prioritization of the policies to determine the need of review.

REPORT OF THE FACULTY SENATE VICE PRESIDENT

- Blue Cross Blue Shield MSU on the Move Year 3 Quarterly Meeting-November 9, 2016
 - Update on the MSU on the Move School Grants
 - Dr. Andrea Smith-West Oktibbeha Elementary
 - Water bottle donation-each student provided with a MSU on the Move water bottle
 - Ginny Hill-Starkville School CND
 - Update on the Emerson after-school program-Fresh Start
 - Inclusion of physical activity and nutrition in Extended day-programs
 - Teacher assistance through nutrition education resources-15-20 minute lessons
 - Mandy Conrad-Student Health Center
 - Update regarding Nutrition Express-scheduling cooking demonstrations for departments

- Update on Student Health Initiative-Wellness challenge at Vet School, Wellness Wednesdays, yoga programming, developing a virtual grocery store tour
 - Blue Cross Blue Shield Kids Fun Run-Saturday, April 22, 2017
- Work-Life Balance-November 15, 2016
 - Discussion regarding availability of lactation rooms-general locations vs. departmental rooms.
 - The WLB leadership had a meeting with Provost Bonner to discuss increasing awareness of available benefits for employees and an update on the leave policy.
 - Discussions continued regarding date selection and promotion for a “Take your Son or Daughter to Work Day” in collaboration with Staff Council.
 - Additional discussions
 - Donated leave policies (administration, amount of leave accepted/donated)
 - Tuition remission/scholarship opportunity for spouses of MSU faculty and staff. (previously brought by Staff Council to the Faculty Senate)
 - Sanderson Center reimbursement for use among active members
- Health and Wellness Committee Strategic Dialogue-November 17, 2016
 - Sponsored and facilitated by the office of Dr. Regina Young Hyatt, Vice-President for Student Affairs
 - 21 attendees
 - Discussions included
 - How to create a culture of health and wellness at Mississippi State University?
 - What are the current strengths and limitations of MSU’s current health and wellness related activities?
 - What efforts would increase participation in Health and Wellness events among faculty, staff, and students?
 - What are the most effective methods of communication with faculty, staff, and students to promote participation?
 - In five years, how would MSU health and wellness activities compare to the health and wellness activities currently offered? What mechanisms would be utilized to determine if the goals had been achieved.
 - What role should the current health and wellness committee play in the overall health and wellness initiatives for MSU’s faculty, staff, and students.
- Deans Council-November 21, 2016
 - Unanimous approval to rescind AOP 12.19 Undergraduate Academic Amnesty and combine the information in 12.17 Undergraduate Academic Fresh-start in to a single AOP 12.17 Undergraduate Academic Fresh-start and Academic Amnesty.
 - Discussions regarding AOP 13.14 Grade Appeal & Academic Review Board
 - Length of time-line for appeal may have a negative impact on course sequencing.

- Deans council was not in favor of bypassing the normal appeals process.
 - Dean Oswald recommended a notification process once a grade appeal was initiated that could include the faculty member, department head, dean, and office of the Provost. Dr. Ryan replied that the Office of the Provost was considering a mechanism where that could occur.
 - Dean Travis was tasked with redrafting the document to include the concerns that were discussed.
 - Dr. Ryan noted that given the size of our university, we have few grade appeals.
- Dean Oswald presented to the council the MBA Venture Pathway program.
 - Provides an accelerated path to a master's degree in business (MBA) with a concentration in business analytics. Completion also includes a New Venture certificate upon completion of the Bachelor's degree.
 - Candidates upon application must have a minimum 3.5 GPA and a minimum ACT score of 28. For unconditional admittance, students must earn a competitive score on the GMAT (preferred) or the GRE and complete a satisfactory interview.
 - Provost Bonner encouraged the council to seek additional creative ways to attract high talent students.
- IHL Policy on Program Viability has been updated
- IHL has asked the state universities to produce an economic impact study using the previous five years of data. Examples include: annual visitors from outside the state for athletic events and conferences including expenses such as duration of stay and revenue generated from meals, gas, entertainment, etc. This information is to also include summer camps, orientation events, invited speakers, preview days and the Riley Center.
- IHL in collaboration with the Community College system and the Governor are wanting to help individuals who didn't complete a 2-year or 4-year college degree in the last 15 years to complete his or her degree.
 - A firm has been contracted to contact individuals who would qualify.
 - The first phase would be to contact those individuals who were in a 4-year program but completed less than a 2-year degree with the goal of completing a 2-year degree.
 - The second phase would be to contact those that had completed a 2-year degree, but didn't complete a 4-year degree.
 - Overall goal is to increase the number of Mississippians who have either a 2-year or 4-year college degree.
 - Increase of online enrollment is expected as a result.
 - Tim Chamblee and John Dickerson are working together to identify Mississippi State University students who didn't finish a degree, but were in good academic standing and who didn't complete their degree at another college or university.
 - Provost Bonner noted the project was extremely important to the IHL commissioner, the governor, and all of the presidents of the IHL institutions.
- December 19, 2016 Deans Council-cancelled
- January 16, 2016 Deans Council-cancelled due to Martin Luther King, Jr. holiday

Respectfully submitted,

Brent Fountain

RHFS Vice President

Senator Strawderman asked about Sanderson Center reimbursements. Vice President Fountain replied that it is being discussed that a reimbursement system would reward members for the number of times that they come.

FACULTY DESIGNATES ON UNIVERSITY COMMITTEES

BUSINESS TO BE SENT TO COMMITTEES

STANDING COMMITTEE REPORTS

| | |
|-----------------------------|-----------|
| Academic Affairs | No Report |
| Ancillary Affairs | No Report |
| Charter & Bylaws | No Report |
| Faulty Affairs | No Report |
| Student Affairs | No Report |
| University Resources | No Report |

SPECIAL COMMITTEE REPORTS

PENDING BUSINESS

NEW BUSINESS

President Coyne said that the Provost has asked if the Faculty Senate Office could relocate to make room for the expansion of the Command Center. He asked that Senators provide any possible locations to relocate to.

Senator Lemus made a motion to adjourn. Senator Krishnan seconded the motion.

After a unanimous voice vote, the meeting adjourned at 4:17 p.m.

Submitted for correction and approval.

Kent Marett, Secretary

Jason Cory, Administrative Assistant II

INTRODUCTION OF GUESTS

Dr. Mark Keenum, University President
Dr. Judy Bonner, Provost and Executive Vice President
Dr. Lori Bruce, Associate VP for Academic Affairs, Dean Graduate School
Dr. John Dickerson, Assistant VP, Enrollment

REPORT OF THE FACULTY SENATE PRESIDENT

Robert Holland Faculty Senate President Committee Reports

| | |
|--|---|
| Athletic Council | Diversity Council |
| Executive Council | Information Technology Council |
| Executive Enrollment Management Council | |
| Faculty Research Advisory Committee | Master Planning Design Review Committee |
| Anti-Bullying Policy Development Committee | Design Review Committee |
| | Sustainability Committee |
| Alumni Board | Game Day and Special Events Committee |
| Maroon and Write QEP Advisory Board | Parking and Traffic Regulations Committee |
| Freshman Convocation Review Committee | Campus Access Committee |
| | Faculty Housing Appeals Committee |
| | Annual Faculty Review Form (ad hoc) |
| | Text Book Adoption Committee |

Phi Beta Kappa Chapter On-Site Review

February 1, 2 & 3, 2017

Representatives from the Faculty Senate for the College of Arts and Sciences along with the Robert Holland Faculty Senate Officers met with team members to review aspects of self-governance and the role of each Faculty Senate in student academics and the function of the university.

Faculty Senate Office

The MSU administration has asked Faculty Senate about the feasibility of moving their office to a different site on campus due to the need to expand the Command Center in the Alumni Center. University Houses / Hunter Henry / Memorial Hall Small Auditorium / Lee Hall / Union

Executive Enrollment Management Committee

December 13th, 2016

Executive Enrollment Management Committee

January 11th, 2017

Applications and Admissions for First-Time Freshman for Fall Semester

| | | |
|------|-----------------------|-------------------|
| 2015 | Applications = 10,038 | Admissions = 6664 |
| 2016 | Applications = 11,407 | Admissions = 7161 |

2017 Applications = 11,680 Admissions = 7660
A collection of strategies were reviewed to identify how to increase submission of applications

Applications and Admissions for First-Time Freshman for Spring 2017 Semester

| | | |
|------|-----------------------|-------------------|
| 2015 | Applications = 10,668 | Admissions = 7225 |
| 2016 | Applications = 11,946 | Admissions = 7834 |
| 2017 | Applications = 12,218 | Admissions = 8248 |

A collection of strategies were reviewed to identify how to increase submission of applications

Fall 2016 Semester Student Success Parameters

| | |
|---|--|
| Freshman ACT Average = 24.5*/25.2** (record high) | High School GPA Average = 3.40 (record high) |
| Freshman Fall GPA Average = 2.86 (record high) | |
| Freshman Fall GPA < 2.00 = 18.1% (record low) | Freshman Spring GPA Average = 2.90 |

*Highest single ACT examination score

**Reconstituted ACT score from multiple examinations

University Committee Reports

General Spring Faculty Meeting (Folkes Auditorium, Colvard Union) February 14, 2017

Honorary Degree Candidate Selection January 30, 2017

A list of three candidates were identified from the applicant pool and forwarded to President Keenum
A request was made to issue an Honorary Degree to another candidate already approved by IHL

Alumni Association Board Meetings February 3 & 4, 2017

Alumni of the Year announced by individual academic colleges at the evening banquet

Phi Beta Kappa and Faculty Senate Officers Joint Meeting February 3, 2017

Representatives from the College of Arts and Sciences Faculty Senate and the Robert Holland Faculty Senate officers met with Phi Beta Kappa team representatives to review and discuss a range of topics.

Design Review Committee February 6, 2017

Partnership School Safety / Emergency Entrance
Creelman stop sign traffic control at Stone Boulevard and Bost Drive
Giles Bus Stop
Engineering and Science Complex: Master Plan Design Review Package approved (MPDRC / IHL)

Information Technology Council February 7, 2017

University Security Review

Master Plan, Design Advisory Committee February 9, 2017

Partnership School Safety / Emergency Entrance
Creelman stop sign traffic control at Stone Boulevard and Bost Drive

Giles Bus Stop
Engineering and Science Complex: Master Plan Design Review Package approved (MPDRC / IHL)

Construction and Renovation Progress Reports

Meat Science Laboratory Building
South Entrance Road Development
Classroom Building
YMCA Renovation
Mitchell Memorial Library Addition
Aiken Village Demolition
Russell Street Improvements
Eckies Pond
NSPARC
Music Building
Dudy Noble Renovation (\$55 million projected)
Davis Wade Stadium (pre-planning stages for east side renovations/audio sound system renewal)
Humphrey Coliseum (pre-planning stages)
North Parking Garage (pre-planning stage)

Sustainability Committee **January 12, 2017**

Executive Enrollment Management Council **February 6, 2017**

Athletic Council **February 15, 2017**

Chairman Stephen Turner has assembled a team composed of Athletic Council members (n = 5 total) that will review the Athletic Academic Department. Each member will be assigned a specific responsibility during the review process which is scheduled to be completed by May 1, 2017.

Executive Vice President and Provost Office **February 17, 2017**

University Anti-Bullying Policy Committee **February 21, 2017**

Preplanning and Design Committee **February 22, 2017**

Executive Council **February 27, 2018**

Athletic Council **January 18, 2017**

Athletic Academic Department Review: 1 active senator, 2 past senators, 1 additional faculty member

- Request forwarded to faculty senate for consideration will be transferred to the Athletic Academic Department Review Committee pertaining to athletic sports that have schedules that severely

The main criteria that allowed MSU to participate in the St. Petersburg Bowl was APR/Graduation Rates
Student-Athlete Academic Update:

Overall GPA = 3.01 / Tennis had highest GPA (all women >3.0)

President Scholars = 59 / Deans Scholars = 48 / GPA = 4.0 for 30 Top Dog students

Bulldog Honor Roll = 205 / Fall Graduation = 31

An Academic Counselor will be hired in the near future

Bulldog Honor Roll students will be honored at the Women's basketball game Feb 16

MSU student candidates for the SEC Davis and McWhorter Awards were described

Athletic Director John Cohen reviewed how the Athletic Department functions financially in a self-sustaining manner and MSU is one-of-six SEC universities that operate in this manner. Financial transfers to the university were \$2.79 million during the last fiscal year.

The SEC FY1 distribution is expected to increase by an amount of only \$911,000

Renovation Review

Dudy Noble / Davis-Wade / Humphrey Coliseum renovations

New sound system installation for Davis Wade and Humphrey Coliseum

Palmero Center field turf restoration

SEC Network "build-out"

MSU participated in 7 straight bowl games (only 5 universities in the last decade have done so)

MSU will play Ole Miss on Thanksgiving Day for at least the next two years (possibly 4 years)

Quarterback Fitzgerald had eight games where he rushed for ≥ 100 yds (averaged 7.1 yds/carry)

MSU has 9 players in the NFL at the present time

Women's Basketball Team: 18-0 record so far and is the only undefeated SEC team so far

Men's Basketball Team: 11-4 (youngest team in Division 1)

Women's Cross Country: Nationally ranked 15th

Andy Cannizaro has been hired as the new MSU Baseball Coach

Tennis: MSU is ranked in top 25 and is the most consistent ranked team sport

MSU is the only university that does not have an indoor tennis facility

Ole Miss has a FY17 operating budget 105.8M

MSU//Bulldog Club combined has a FY17 operating budget of \$87.8M (\$18M difference)

Ole Miss Athletics received \$2.56 M in tuition waivers for out-of-state athletes while MSU does not have a tuition waiver in place.

MSU in the SEC is ranked 13th out of 13 as far as total operating budget for athletics

Ole Miss receives a fixed annual student fee transfer of \$1.91MMSU does not

Ole Miss transfers a fixed SEC/ESPN allocation of \$1.5 million

MSU athletic facilitates prepayment of \$1.53 million (\$2 million in 2018)

Ole Miss charges students \$130 per ticket for football games (MSU \$55) which amounts to a calculated difference of \$787,500 (plus 190 transfers)

MSU takes less from students for football tickets than any other SEC school

Bully Pulpit is a new program that involves media interviews of well-known individuals
Dak Prescott is being awarded a national "Best Top 10" academic athlete award

Campus Access Committee

February 7, 2017

Cancelled

University Anti-Bullying Ad Hoc Committee: Policy and Procedure

December 7, 2016

Sub-Committee1: Training and Communications.....Judy Spencer

Sub-Committee 2: Position Statement and Policy/Procedure.....C.P. Coyne

- Reference university anti-bullying notice statements have been assembled for committee review
- Definitions of the wide spectrum of different types of bullying behavior have been assembled
- Reference university policy and procedures has been assembled for design of the review process
- Recent recommendations have proposed drafting independent policy and procedure document
 - OP 03.03 - Non-Discrimination and Anti-Harassment Policy
 - OP 03.02 - Equal Opportunity and Affirmative Action
 - OP 60.401 - Guidelines for Employee Conduct

A draft document has been composed that is accompanied by options for reporting and investigating bullying behavior at universities across the nation. Challenges associated with anti-bullying policy and procedure include the following

- Consistent uniform implementation of policy (what bothers some does not bother others)
- Consistent uniform interpretation of bullying behavior
- Potential for reporting system to be overwhelmed if the threshold for infractions is very low
- Who and how many individuals will decide if an infraction has occurred
- Who and how many individuals will investigate possible infractions
- How will the individuals be selected that will be involved in investigating possible infractions

SEC Faculty Achievement Awards Selection Timeline

- Office of the Provost Final Selection Date: January 30, 2017
- Tuesday, February 28, 2017 – Nomination packets due to SEC office
[Last business day of February]
- Wednesday, March 1, 2017 – Nomination packets and ranking ballot provided to Provosts
- Tuesday, March 14, 2017 – Completed ranking ballots due to SEC office from Provosts
[Approximately two weeks for Provosts to evaluate packets]
- Tuesday, March 14, 2017 – Top three ranked recipients provided to Provosts
- Wednesday, March 15, 2017 – SEC Professor of the Year Award selection teleconference

Note: In conference with the Office of the Provost, Robert Holland Faculty Senate will begin establishing a database of applications for the SEC Faculty Achievement Awards selection process so that candidates that have applied in previous years will automatically be included as applicants the following year. One of the motivating factors that lead to the

modification in the procedures process was the belief that all well qualified candidates should know that their accomplishments have been recognized, appreciated and the remain competitive candidates for the SEC Faculty Achievement Award.

William L. Giles Distinguished Professors

- Criteria for nomination and selection are contained in AOP 13.02
- Format for recommendation is the same as that used for promotion.
- Submission: Office of the Executive Vice President and Provost
- Receipt Date: January 31, 2017
 - o Established record as scholar
 - o Demonstrated research achievements
 - o National and international prominence
 - o Excellence in teaching
 - o Excellence in service
 - o Established concern for others that motivates students/colleagues
 - o Continuing achievement in research
 - o Continuing commitment to excellence in teaching
 - o Continuing commitment to excellence in service
 - o MSU for 5 years

Robert Holland Faculty Senate Committee Assignments and Responsibilities

Faculty Senate Committee Resolutions/Revisions/Reports Original Assignments

| | |
|---|--------------|
| <u>Academic Affairs</u> (Committee Chair: Senator Noel Addy)..... | None Pending |
| <u>Student Affairs</u> (Committee Chair: Senator Stacy Haynes)..... | None Pending |
| <u>Ancillary Affairs</u> (Committee Chair: Senator Mary Ann Jones) | None Pending |
| Audiovisual lecture recording/uploading onto social media (public access/Copyright)..... | Pending |
| <u>Faculty Affairs</u> (Committee Chair: Senator Brian Baldwin) | |
| Faculty Handbook: Promotion and Tenure Policy and Procedures section (Feb Assign)..... | Pending |
| <u>Charter & Bylaws</u> (Committee Chair: Senator Anastasia Elder) | |
| College Faculty Census and Reapportionment..... | Pending |
| <u>University Resources</u> (Committee Chair: Senator Laurie Grace) | |
| <u>AOP 13.09</u> – Credential for Teaching (Distance Education Certification Addition: Oct Assign)... | Pending |
| <u>AOP 10.16</u> – Distance Education (Distance Education Certification Addition: Oct. Assign)..... | Pending |
| <u>AOP 34.01</u> – Special Teaching Programs..... | Pending |

Academic Operating and Operating Policies In Review and Revision: External to Faculty Senate

| | |
|--|-----------------------------|
| <u>AOP 12.09</u> - Class Attendance and Reporting Absences | final signature in progress |
|--|-----------------------------|

Executive Council

October 24, 2016

| | |
|--|--------------------|
| <u>OP 03.03</u> - Discrimination, Harassment and Retaliation | October 24, 2016 |
| <u>OP 70.09</u> - Financial Conflict of Interest in Sponsored Activities | October 24, 2016 |
| <u>OP 80.08</u> - U.S. National Industrial Security Program..... | October 24, 2016 |
| <u>OP 95.503</u> - Management of Traffic and Parking | October 24, 2016 |
| <u>AOP 12.16</u> - Academic Dismissal and Suspension..... | September 26, 2016 |
| <u>OP 31.01</u> - Definition of a Student | September 26, 2016 |
| <u>OP 61.06</u> - Cost Transfer Policy | September 26, 2016 |
| <u>OP 70.03</u> - Responsible Conduct of Research | September 26, 2016 |
| <u>OP 91.208</u> – Hazing | September 26, 2016 |
| <u>OP 91.352</u> - Use of Automated External Defibrillators | September 26, 2016 |

Associate Deans Council

College Department Syllabus Posting

Distance Program Certification

Redistribution of English Composition: Request to enroll students in Comp II during spring semester for improved balance and use of faculty

| | |
|---|------------------|
| <u>AOP 13.03</u> - Responsibilities in Instruction and Curriculum, Attendance at Classes..... | Pending |
| <u>AOP 13.04</u> - Attendance at Classes: Teaching and Faculty (Merge/Rescind)..... | Pending |
| <u>AOP 13.24</u> - Faculty Workload (Executive Committee recommendation for text transfer)..... | Pending |
| <u>AOP 12.17</u> - Undergraduate Academic Fresh-Start | November 9, 2016 |
| <u>AOP 12.19</u> - Undergraduate Academic Amnesty | November 9, 2016 |

| | |
|---|------------------|
| Course Syllabus Posting | November 9, 2016 |
| English Composition Redistribution | November 9, 2016 |
| AOP 12.17 - Undergraduate Academic Fresh-Start | August 10, 2016 |
| AOP 12.19 - Undergraduate Academic Amnesty | August 10, 2016 |
| AOP 12.20 - Undergraduate Academic Forgiveness | August 10, 2016 |
| AOP 12.09 - Class Attendance and Reporting Absences | April 13, 2016 |
| AOP 13.03 - Responsibilities in Instruction and Curriculum, and Attendance at Classes | April 13, 2016 |
| Grief Counseling | November 9, 2016 |

Academic Operating Policies and Operating Policies in Review External to Robert Holland Faculty Senate

- [AOP 12.09](#) - Class Attendance and Reporting Policy
- [OP 91.120](#) - Possession of Firearms, Explosives, or Other Devices, Substances, or Weapons
- [OP 95.500](#) - Faculty/Staff Temporary Housing
- [AOP 12.29](#) - Undergraduate Entrance Requirements
- Course Load for Readmission
- Graduate Provisional Admission Policy and Appeal Process

Academic Operating Policies (AOP) Extended Beyond 4-year Cycle Review

| <u>Number ▲</u> | <u>Title</u> | <u>Date</u> | <u>Attachment</u> |
|-----------------|---|-------------|-------------------|
| 10.03 | Deans Council and Associate Deans Council | 04-12-2012 | None |
| 10.05 | Nepotism | 12-05-2012 | None |
| 10.15 | Substantive Changes | 08-13-2013 | None |
| 11.05 | Requirements for Shortened-Format Courses | 11-21-2013 | None |
| 11.06 | Study Abroad | 11-06-2012 | None |
| 12.02 | Withdrawal from the University | 06-01-2010 | None |
| 12.08 | Requirements for Degrees, Academic Minors, and Certificate Programs | 12-05-2012 | None |
| 12.12 | Credit and Grades | 08-12-2013 | None |
| 12.23 | Cooperative Education Program | 09-20-2013 | None |
| 12.25 | Pass-Fail Option | 02-05-2013 | None |
| 12.26 | Undergraduate Credit by Examination | 04-12-2012 | None |
| 12.30 | Developmental Studies | 04-23-2012 | None |
| 12.36 | Repeat Policy | 04-12-2012 | None |
| 12.38 | Undergraduate Academic Advisement | 04-23-2012 | None |
| 13.05 | Faculty Grievance Procedures | 05-18-2012 | None |
| 13.07 | Academic Promotion and Tenure | 08-27-2013 | None |
| 13.20 | Exit Interviews of Departing Faculty | 05-11-2012 | None |

| <u>Number ▲</u> | <u>Title</u> | <u>Date</u> | <u>Attachment</u> |
|-----------------|--|-------------|-------------------|
| 13.21 | Faculty Released Time for Specified Committee Chairs | 09-15-2011 | None |
| 21.01 | Graduate Admission Criteria | 04-12-2012 | None |
| 32.01 | Mississippi State University Library | 12-01-2006 | None |
| 34.01 | Special Teaching Programs | 12-01-2006 | None |

Operating Policies (OP) Extended Beyond 4-year Review Cycle

| <i>Number ▲</i> | <i>Title</i> | <i>Date</i> | <i>Attachment</i> |
|-----------------|--|-------------|-------------------|
| 01.07 | Whistleblower Policy | 08-04-2009 | None |
| 01.09 | Principles for University Governance | 09-12-2013 | None |
| 01.20 | Use of Copyrighted Works for Education and Research | 02-14-2008 | None |
| 60.103 | Recruitment and Selection | 10-02-2012 | None |
| 60.104 | Employment Authorization | 10-02-2012 | Attachment |
| 60.320 | Office Hours-Work Schedule | 10-02-2012 | None |
| 60.401 | Guidelines for Employee Conduct | 10-22-2012 | None |
| 60.501 | Workforce Development | 10-02-2012 | None |
| 91.109 | Dissent, Disruption and Academic Freedom | 09-26-2011 | None |
| 91.150 | Satisfactory Academic Progress Policy | 01-23-2012 | None |
| 91.177 | Extended Orientation for International Students | 07-16-2012 | None |
| 91.178 | Policy on University Scholarship Programs and Procedures | 05-23-2013 | None |

Academic Operating Policy Extended Beyond 4-Year Review Cycle (Currently in Review??)

| | | | |
|-------|--|------------|------|
| 10.02 | Academic Administrators and Directors | 04-28-2009 | None |
| 10.07 | Veterans Administration: Students | 11-26-2005 | None |
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| 12.19 | Undergraduate Academic Amnesty | 12-05-2012 | None |
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| 13.11 | Academic Freedom | 04-12-2012 | None |
| 13.14 | Grade Appeal & Academic Review Board | 04-28-2009 | None |

| | | | |
|-------|------------------------------------|------------|------------|
| 13.15 | Evaluation of Teaching Performance | 08-02-2006 | None |
| 13.24 | Annual Faculty Review Process | 10-14-2011 | Attachment |

Academic Operating Policy Revision of Listing

| | | | |
|-------|---|------------|------|
| 12.21 | Veterans Academic Status | 09-20-2013 | None |
| 13.04 | Attendance at Classes: Teaching Faculty | 07-15-2011 | None |

REPORT OF THE FACULTY SENATE VICE PRESIDENT

Work-Life Balance Committee

January 17

To gather information on several issues of interest to the faculty and staff, the Work-Life Balance committee has created subcommittees to focus on the following specific issues

- Childcare
- Sanderson Center faculty/staff membership reimbursement
- Leave Policy Updates/Allowances
 - Donated leave
 - Major Medical
- Compilation of employee discounts for faculty and staff

Two questions were asked by senators during the January Faculty Senate meeting.

- One senator asked how potential rollbacks of the Affordable Care Act may impact current faculty and staff benefits? Kim Thomas, Associate Director of HRM reported that at the present HRM believes that any changes to the current Affordable Care Act would have no impact on current employee benefits through the university.
- One senator asked about operating hours of the Sanderson Center swimming pool. The swimming pool is closed from 8:00-11:00 am Monday through Friday. For many faculty with flexible teaching schedules, this would be an opportune time to utilize the swimming pool. The Work-Life balance committee agreed with the senator and further discussion is set to take place between the members of the Work-Life balance committee and Sanderson Center administration.

Community Engagement Committee

January 17

Due to an overlap of meetings, I was unable to attend the January meeting of the Community Engagement Committee and was unable to find a replacement. The information reported is from Michelle Garraway. Next meeting of this committee is scheduled for February 21.

- Survey Working Group Subcommittee
 - Survey is currently in review to meet Carnegie standards-tentatively set for Fall 2017 launch
- Community Engagement Awards Subcommittee
 - Discussed using President's Service Honor Roll application as a template
 - Created and reviewed working draft of the Community Engagement Awards application
 - Meetings regarding the awards implementation has already taken place between the committee and some of the Vice Presidents. The committee is in the process of requesting a VP Council meeting to present the concept and solicit feedback.
- Education and Outreach Working Group
 - Discussion continues regarding the creation of an educational PowerPoint that would help faculty/staff at the department level better understand Community Engagement
 - Discussion continues on how to incorporate community engagement into existing infrastructures. Possible examples include:
 - Outreach Button on homepage
 - Faculty and staff evaluation processes and reporting
 - Framing within institutional priorities
 - Explicitly connecting CE to We Ring True
 - The MSU TV Center has created a storyboard for an educational video on understanding CE and will follow up with CE staff on moving forward

Upcoming scheduled meetings

- | | |
|--|-------------|
| • Master Plan Development and Advisory Committee | February 9 |
| • Spring General Faculty Meeting | February 14 |
| • Deans Council Meeting | February 20 |
| • Work-Life Balance Monthly Meeting | February 21 |
| • Community Engagement | February 21 |
| • Master Plan Development and Advisory Committee | March 9 |

Upcoming planning meetings

- 2017 Spring Faculty Senate Roundtable-initial discussions regarding the annual responsibility of the RHFS Vice President has begun.
 - Date to be confirmed (usually late April)
 - Topic of roundtable to be confirmed (topic is of interest to both faculty and administration)

Respectfully submitted,

Brent Fountain

RHFS Vice President

REPORT FROM FACULTY SENATE DESIGNATES ON UNIVERSITY COMMITTEES

BUSINESS TO BE SENT TO COMMITTEE

STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS

ANCILLARY AFFAIRS

CHARTER & BYLAWS

Report to the Robert Holland Faculty Senate

Charter and Bylaws Committee

February 10, 2017

Background

Every two years the Charter and Bylaws Committee determines the number of General Faculty in each unit represented on the Faculty Senate and, accordingly, determines the number of senators each unit will have until the next apportionment.

Discussion

A current (January 10, 2017) list of MSU Faculty, including titles and affiliations, was obtained from Information Technology Services. Lecturers, visiting faculty, and rehired retirees were not included in the list. Part-time faculty (those with workload less than 51%) were excluded from the count. After an initial assignment of faculty to their respective colleges, a list of each college’s faculty members was sent to each dean/director to confirm accuracy and/or correct errors. Deans or their designees responded with corrections, and adjustments in counts were made. The 2017 faculty apportionment data are provided below.

Robert Holland Faculty Senate Apportionment for 2015-2017

| College-Unit | Faculty Count 2017 | Faculty Count 2015 | Proportion of Seats* | New Seats | Old Seats | Change |
|-----------------------|---------------------------|---------------------------|-----------------------------|------------------|------------------|---------------|
| Arch., Art, Design | 38 | 40 | 1.65 | 2 | 2 | 0 |
| Arts & Sciences | 318 | 315 | 13.85 | 14 | 14 | 0 |
| Business | 66 | 64 | 2.87 | 3 | 3 | 0 |
| CALS/MAFES | 162 | 164 | 7.06 | 7 | 7 | 0 |
| Education | 117 | 117 | 5.10 | 5 | 5 | 0 |
| Engineering | 143 | 141 | 6.23 | 6 | 6 | 0 |
| Forest Resources/FWRC | 44 | 47 | 1.92 | 2 | 2 | 0 |
| Library | 23 | 26 | 1.00 | 1 | 1 | 0 |
| MSU-Ext. Service | 105 | 101 | 4.57 | 4 | 4 | 0 |
| MSU-Meridian | 33 | 34 | 1.44 | 2 | 2 | 0 |
| Vet Medicine | 99 | 100 | 4.31 | 4 | 4 | 0 |
| | | | | | | |
| Total | 1148 | 1149 | 50.00 | 50 | 50 | 0 |

* Calculated as (Number of Faculty in College-Unit / 1148) x 50

Recommendation

The Charter and Bylaws Committee by a narrow margin recommends that seat allotment remains that same as 2015.

Committee Membership

Robert Boyd, Joey Burt, Jenny Du, Anastasia Elder (chair), Wendy Herd, Aaron Kiess, Edward Potter, Lindon Ratliff.

FACULTY AFFAIRS

STUDENT AFFAIRS

UNIVERSITY RESOURCES

SPECIAL COMMITTEE REPORTS

PENDING BUSINESS

NEW BUSINESS

January 28, 2017

President of the Robert Holland Faculty Senate

Chair of the University Committee on Courses and Curriculum

Sirs:

At Mississippi State University, the responsibility for the integrity of the curriculum is the responsibility of the faculty. Faculty Senate approves all Academic Operating Procedures and UCCC approves all courses.

For the Spring, 2017 semester, the MSU Athletic Department, specifically the people responsible for creating the men's tennis schedule, have claimed the authority to redesign a class when that class conflicts with their competitive goals.

The faculty voices in the academic processes have long recognized that students should not be punished when they miss class for school competition, i.e., points are subtracted from their grade for attendance. In fact, UCCC allocates in its policies what percentage of a grade can be based solely on attendance. However, this policy is not intended to be used as a waiver for the integrity of the learning process.

This semester I have a tennis player in my Tuesday-Thursday (9 to 11 a.m.) CO 3043 Photographic Communication class. This class was approved by the department's curriculum committee and ultimately by UCCC as a two-hour lecture, two-hour lab class for 3 hours of academic credit.

As might be anticipated in a photography class for beginners, the learning curve is steep at the beginning of the semesters. Students need to learn how to use their 35mm Digital Single Lens Reflex cameras.

They need to learn how to use ISO, shutter speed, and f-stop to achieve the proper exposure. They need to know how to compose the image in the camera. Before they take their first photos, they need to know how to use Adobe Photoshop. I present this material to the students in the first two to three weeks in class. After that, students go on field trips on Thursdays where they can learn how to perform these skills in the field. Field trips are an opportunity for me to work with them one-on-one so they can learn mastery of the camera and the skills of photography. On Tuesdays, they return to the computer lab and use Photoshop to enhance the quality of their work. There are 10 assignments over the course of the semester for them to learn the skills required to master the content delivered in the first few weeks of class. In short, this is a very hands-on class and I often work individually with students.

Of course, reading a book on photography may help, but few people can take professional photographs without picking up the camera and using it. That is why the class is taught as a lecture-lab class and why the UCCC approved the class with lab hours.

A tennis player in the Tuesday-Thursday section of the class missed the first day of class because of airline difficulties. He attended January 12 and has missed all classes since. He notified me earlier this week that he would not be able to attend class again until January 31. Out of the first seven class periods, he claims that he may miss class five times because of his obligations to the tennis team.

I have been in contact with his athletic academic advisor. That advisor confirms the absences are consistent with the demands of the tennis team. I notified Dr. Steven Turner, the faculty advisor to the NCAA, and he apparently responded by having the academic advisor contact me with a longer email. The student is only taking 12 hours and cannot drop my class without losing eligibility.

As I understand, somewhere within the power structure of the MSU athletic structure, someone created a tennis schedule that requires students to essentially be gone from class for most of the month of January if a student is in a morning Tuesday-Thursday class, or just about any face-to-face schedule. Then someone helped this tennis player enroll in a schedule that met for two hours a day on Tuesdays and Thursdays. In addition, the academic advisor informed me the player will need to miss another eight times before the semester ends. In short, of the 22 scheduled class periods (if my addition is accurate), the athletic department claims that it has the authority to remove the student from class 13 times.

The argument of the academic advisor (see attachment) is that the student can learn from a book and can learn photography by taking tests. There are four quizzes and a 200-hundred point final in the class as well as the 10 photo assignments. That contention that photography should be learned from a book directly contradicts the decisions made through the process of approving the class. Why not let the student read a book on tennis and take a test? Then his score can be compared to players from another team and the winner declared in the match.

Both the academic advisor and the student are stuck between two competing interests. The first interest is the classroom. The second interest is the competition schedule, which is created by the Athletic Department and known in advance of registration. In short, the Athletic Department is in a position to put student athletes into classes appropriate for the spring competition schedule. And, they are in a position to create a spring schedule that essentially requires scholarship athletes to miss most of the class periods over the course of the semester.

Why was the tennis schedule created that involves so much competition in January for non-SEC events? In fact, the official schedule indicates that the first tennis match was January 20 and it was rained out (<http://www.hailstate.com/schedule.aspx?path=mten>). The official letter sent to me indicates that the tennis team scheduled events in California and Texas, which began on Thursdays and did not conclude until the following Monday. Presumably, players missed Tuesdays because of travel. The athletic department approved a tennis schedule that required its tennis players to go to class one day a week for second and third weeks of the spring semester.

It was never fair to the students on the men's tennis team to be placed into a position by the Athletic Department that created such an impossible situation for them.

Serious questions need to be raised by both the faculty and the university administrators about the judgment of the people who created such a schedule in light of the NCAA requirement that only full-time students are eligible to compete.

In addition, the Athletic Department, in effect, is claiming the authority to nullify the academic decisions made by UCCC and Faculty Senate when those decisions interfere with the needs for competition, as those needs are perceived for the team by the Athletic Department. Ultimately, the academic needs of student athletes were sacrificed for the superficial goals of competition.

I hope that the integrity of the academic policies will be protected. I would hope that either the faculty or MSU administrators would protect student athletes. The Athletic Department ultimately must protect the best academic and competitive interests of athletes, particularly those on scholarship who have little recourse if they submitted to callous decisions driven only by performance goals.

The attachments provide names and more details. I hope the Senate will investigate the men's tennis team and determine if university policy was broken or if AOPs need to be revised. I would hope that UCCC would be in contact with the Athletic Department to discuss the expectations the faculty have for the integrity of courses and performance.

Respectfully submitted,

Mark Goodman

Professor

Department of Communication

ADJOURN

Cody,

Besides the Faculty Senate, I also serve on the UCCC, and at the meeting last Friday we stumbled across some issues.

Can students secretly record lectures in any way and post them somewhere? Can faculty ban students from recording lectures?

Can faculty disallow caps, especially when students are taking exams?

Do any AOPs address these concerns?

Seamus

Seamus Freyne, Ph.D., P.E., M.ASCE

Department of Civil and Environmental Engineering

Mississippi State University

501 Hardy Road, 235 Walker Hall

MSU, MS 39762

To the Robert Holland Faculty Senate,

Due to some confusion from university administrators and faculty regarding the most revisions to the tenure and promotion review process, members of the Faculty Affairs Committee are asking that the Senate forward to our Committee the responsibility to review the existing policies and recommend any needed clarifications or improvements to those new policies.

Judy Ridner

(on behalf of the Committee)